

**Working Notes**

**TOWN OF ROCKY HILL  
ECONOMIC DEVELOPMENT COMMISSION  
MEETING OF JUNE 10, 2014**

**1. CALL TO ORDER**

Chairwoman Marti Stiglich called the June 10, 2014 Economic Development Commission meeting to order at 6:00 p.m. in the Council Chambers of Rocky Hill Town Hall, 761 Old Main Street, Rocky Hill, CT.

Those in attendance: Vice Chairman Mark Walworth, Commissioner Christopher Duff and Commissioner Sharon Mounds. Also present were: Ray Carpentino (Economic Development Director).

Those absent: Commissioner Lori Kern and Commissioner John Roderick.

The Pledge of Allegiance was recited.

**2. APPROVAL OF MINUTES & WORKING NOTES**

**Vice Chairman Mark Walworth made a motion to approve the Minutes and Working Notes of the meetings of May 13<sup>th</sup> 2014 and April 8<sup>th</sup> 2014 the motion was seconded by Commissioner Christopher Duff: Vote: May 13<sup>th</sup> meeting:4-0-1(Duff). April 8<sup>th</sup>: 4-0-0 (Commissioner Lori Kern and Commissioner John Roderick were absent.)**

At this point, Commissioner Sharon Mounds asked if their attendance should be taken for the record because it hadn't been done yet. Ray Carpentino said a roll call could be taken and it was.

**3. ROCKY HILL CHAMBER OF COMMERCE UPDATE/BUSINESS INTRODUCTIONS**

Chairwoman Marti Stiglich said she understood that the Rocky Hill Chamber of Commerce was supposed to be present this evening but they weren't at this time. She said they would proceed with the rest of this meeting now and they would see if they could "pencil" the Rocky Hill Chamber of Commerce in if they showed up during this evening's meeting.

**4. INTRODUCTION: SCORE PROGRAM AT THE ROCKY HILL LIBRARY: MARY HOGAN & MARK CUTLER, GREATER HARTFORD SCORE**

Chairwoman Marti Stiglich said she understood that Mary Hogan (Library Director) and Mark Cutler (SCORE) were going to be doing a presentation. Mary Hogan said she is very excited about the new partnership that they have with SCORE. The Cora J. Belden Library has been working in a non-formal way with people who are looking to start businesses so this will have a

greater offering for them and this will formalize it. The Cora J. Belden Library had started working with a lot of unemployed people in 2008 when the recession had started. One of the options when their resumes were being worked on was that these people could start a business possibly.

Mary Hogan turned the meeting over to Mark Cutler at this point so that he could explain to this Commission how the partnership is going to work. Mark Cutler told the Commission that it was good to be with them this evening. He said he is the Chairman of the Greater Hartford Chapter of SCORE. There are 13,000 of them across the Country and they volunteer their time to give confidential, as well as free, mentoring to small business clients. He has been dealing with a \$10,000,000 business that had started off as a \$500,000 business four years ago. SCORE is for businesses that exist and need some help too. It isn't just for businesses that are starting up. These businesses come to SCORE and not to a management consulting firm because they are confidential and free. He said a lot of them bring practical experience to their jobs. There are 60 volunteers for SCORE in the Greater Hartford area. They meet their clients in twenty-one counseling locations throughout the area. He mentioned some specific locations. They meet in Rocky Hill two days each month. These 60 volunteers range from being twenty-five years old to eighty-three year olds. He said that he had worked for Proctor & Gamble and the Gillette Company for thirty-two years. He has lived in five Countries and he has been retired for nine years. He is doing consulting for the State Department of the former Soviet Union. He has also worked with Libyans and Angolans on their nonproliferation program. He said that he is typical of the people they come across who love what they are doing with SCORE but they have other interests as well. He mentioned that he is managing this group of volunteers.

Mark Cutler said a strategic relationship is established at each of the locations where they meet clients. He explained some more and then he said the library as a key strategic partnership has really worked out. He said that they will be meeting clients next Monday at the Cora J. Belden Library. Four hours are blocked off to do this and their first four hours at the Cora J. Belden Library are already filled so he said this makes them feel very good. Two volunteers will be at the Cora J. Belden Library on a recurring basis and they will be joined by other volunteers as the business needs demand this. He said if someone is looking to get into a multinational consumer good business or if they are looking for some information technology expertise then they might come to him. He mentioned that Eliot Mag, who is a Rocky Hill native, has been with SCORE for three years and he works with clients at the Chamber of Commerce in Manchester, as well as in Hartford. He also mentioned John Fagan, who is a volunteer with SCORE and who is also a Rocky Hill resident. John Fagan would love to see the Ames building occupied and Mark Cutler told the Subcommittee to let them know if there is anything that they can do to help them with this. Mark Cutler said they are really happy that Mary Hogan and SCORE have a strategic partnership. Mark Cutler is sure over time that the volunteers from SCORE will be at the Cora J. Belden Library twice per month because the demand will be there.

Mark Cutler asked the Commission if they had any questions. Vice Chairman Mark Walworth asked Mark Cutler if he could tell him what SCORE stands for. Mark Cutler said this used to stand for something that was important but now it doesn't. He said this is an acronym for Service Core Of Retired Executives. This had to be thrown away because more than half of the volunteers aren't retired. The whole methodology of people who come to them has been

changed. The dynamics of this organization have been changed because a lot of the younger people are coming in and they are helping them change the environment too. They are seeing a “win-win” situation because they are learning real world entrepreneurial skills as they are going along.

Chairwoman Marti Stiglich told Mark Cutler that she sees that SCORE will be targeting an event in September. Chairwoman Marti Stiglich said this can be something that is either on business planning or popular social media themes. Mark Cutler said he would give an example as to the types of events they do. He mentioned the event for September where they got a huge grant from Sam’s Club for the work SCORE is doing here. They use this in markets where they are just starting off and where they are trying to bring people in. They will be having a free event on social media on June 18, 2014 at RPI. This will be offered by a third party and he gave more details about that. He mentioned that it would be \$1,000 just to rent that hall but they have been getting grants in order for them to educate small businesses. They do a lot of seminars on social media in this area and they also do a lot on business planning. He gave more details about business planning.

Mark Cutler introduced Eliot Mag at this point. Eliot Mag said he had lived in Rocky Hill for over forty years and he lives within walking distance of Rocky Hill now. It will be his pleasure to come back to Rocky Hill to work with the Cora J. Belden Library on this project.

Mark Cutler said economically that small business is driving Main Street in America. The more they will all see the impact of this in their economies, the more that they can do this locally. SCORE is in Towns like Enfield, which is industrial, but needs a lot of help with entrepreneurs.

Commissioner Christopher Duff asked how people interested in small businesses or prospective entrepreneurs find SCORE. He asked if there are office hours or if people have to make an appointment. He also asked how people who are interested in volunteering find SCORE. He then also asked Mark Cutler if he could talk a little bit about how the alumni of this program interact. Mark Cutler said Mary Hogan, as well as twenty other people like her, do all of the scheduling. SCORE is partnering with the Cora J. Belden Library and people who walk into that library will see a brochure for SCORE in the business section. This features a free counseling session with a SCORE mentor. People can reach SCORE directly this way through the twenty-one locations. SCORE is used as a marketing tool. He referred to the Glastonbury Chamber of Commerce and he said that approximately 30% of non-members of that who come to SCORE become members when they leave SCORE. The Glastonbury Chamber of Commerce is using their manpower to schedule appointments and they communicate these appointments with SCORE. The Glastonbury Chamber of Commerce sets aside a private conference room for SCORE to use.

Mark Cutler said people can also reach SCORE through two websites. One of these is national and the other is a local Greater Hartford one. He said if “business planning” is Googled then SCORE will come up in the first three or four lines. People then would click on this, put their zip code in and they will be put in touch with an office that is close to where they live. He then referred to Commissioner Christopher Duff’s question about the interaction with people. Mark Cutler said they can imagine that some of the older volunteers don’t want to get on with the new

technology and some of the younger people are only looking at technology but not intuition when they look at business. He said the key is to accept the best from each and to build a team to help them work well together because they are volunteers. He then mentioned John Fagan and Eliot Mag again. John Fagan used to be the Senior Vice President of Hartford Hospital. He is a Clinical Psychologist and he also has his MBA. He is also a specialist in non-profits and healthcare is his field. He has been with SCORE for ten years almost. Mark Cutler thinks it is a real bonus for Rocky Hill to have John Fagan here locally. SCORE will now send people who have non-profit needs to Rocky Hill as opposed to having them sent to locations where they don't have that strong of an expertise.

Ray Carpentino asked Mark Cutler what days and hours SCORE will be at the Cora J. Belden Library. Mark Cutler said this will be the third Monday of each month for now from 12:30 p.m. to 8:00 p.m. They want to keep these to one hour sessions and for approximately half of their business clients, SCORE usually goes to their business for their second session as opposed to having them wait for four weeks to come back.

Chairwoman Marti Stiglich said to recap for their viewing public that the best ways to reach SCORE would be to visit the business section of the Cora J. Belden Library or people can do a Google search on "business planning" where SCORE will come up in the first three or four items. Mark Cutler said people can go to [www.score.org](http://www.score.org) also and that will be the quickest way to find SCORE. Chairwoman Marti Stiglich feels that this is a wonderful program and she emphasized again that this is free. People will be getting the benefit of some pretty talented people who are involved in business who have been successful. This is a way for people to touch base if they have to put their business plan together. She also said there is nothing wrong with people tweaking a good business plan. Mark Cutler said exactly. He thanked Mary Hogan and the Cora J. Belden Library for reaching out to them. Mark Cutler said it really is a great partnership. This is off to a very good start. Ray Carpentino and the Commission thanked Mary Hogan. Chairwoman Marti Stiglich said thank you so much.

## **5. PUBLIC COMMENT**

Chairwoman Marti Stiglich said that she didn't see anyone from the public who was present this evening.

## **6. DISCUSSION/ACTION**

### **a. Ames**

Ray Carpentino said the auction is still scheduled for June 19, 2014 at 1:00 p.m. This is for the Rocky Hill property and two other properties that the current owners of Ames own. A site inspection of the Ames' property had been scheduled for May 29, 2014 and that was rescheduled to last Friday. This was based on a lack of interest originally but he was told that they had a few interests for last Friday so he said they will see where this takes them.

**b. Mission Statement**

Chairwoman Marti Stiglich told Ray Carpentino that she understood that he had some comments about this. Ray Carpentino told the Commission that he had some comments about this and he told them that they could either throw these away or tell him that they aren't bad, etc. He passed the comments out. He said the Mission Statement had been broken down into two paragraphs. One of these paragraphs is the actual Mission Statement and the second paragraph is about things to accomplish in the Mission Statement. His recommendation is that the Mission Statement should be what is in the first paragraph. That would be the Mission of this Commission. He doesn't think that the items about what they need to do in order to accomplish the Mission should necessarily be included in the Mission Statement. He thought that Chairwoman Marti Stiglich had indicated a couple of times that she wanted to keep this simple. Chairwoman Marti Stiglich agreed. Ray Carpentino said some Towns have over a page for their Mission Statement. Ray Carpentino referred to items that were in red on the paperwork that he had just passed out and he said that would be their Work Plan. Chairwoman Marti Stiglich agreed and she said this would also be as a working part of their portion of the Plan of Conservation and Development. Ray Carpentino said sure. He said the items were in their Work Plan already. Chairwoman Marti Stiglich asked if all of them are and Ray Carpentino said yes. Chairwoman Marti Stiglich said her preference from the beginning was that the Mission Statement should be one sentence or two sentences. She has been on a lot of Commissions and Boards and she has found over time that this works well. She asked as they develop their own updated portal to the Town website that both of the items be out there. Ray Carpentino asked what both of the items are. Chairwoman Marti Stiglich said this would be the first paragraph of the Mission Statement and she asked Ray Carpentino if what he had in red would be appropriate there. Ray Carpentino said he didn't think so. He mentioned that the items in red are what he does all of the time and these are what the Commission is going to be doing. Chairwoman Marti Stiglich said people who are looking for general information about Rocky Hill or people who are looking to perhaps relocate into Rocky Hill aren't really going to be interested about how the Commission goes about its business. Ray Carpentino said no. He said that he has his own economic development office letterhead and a business card. This would be something he could put on these things. Chairwoman Marti Stiglich said that is an excellent idea. Ray Carpentino referred to Items 1 through 5 on the paperwork he passed out and he said those are items that Commissioner Christopher Duff and Commissioner John Roderick had come up with. These are the actions for the strategic plan. Chairwoman Marti Stiglich said she would definitely want to see these included in the Plan of Conservation and Development so that everyone can see how the Commission approaches what they are doing. Ray Carpentino agreed. Chairwoman Marti Stiglich told Ray Carpentino that he was correct about the brevity of the Mission Statement. Chairwoman Marti Stiglich said she had just completed a Mission Statement six months ago for another Board that she was President on. They eventually were able to put one sentence on the back of the business cards as to what they do, etc. She explained some more about this.

Chairwoman Marti Stiglich asked the Commission if they felt that they wanted to move ahead with a motion to adopt this as their Mission Statement. Commissioner Sharon Mounds said it wasn't that she didn't want them to have a Mission Statement but she didn't want them to lose sight of the fact that they are driven by a Charter whereas many of the other organizations and

Commissions that they might be involved with don't have a statutory requirement. She referred to the Mission Statement and she told them to remember that their first tier is the statutory requirement. Chairwoman Marti Stiglich agreed.

Ray Carpentino referred to Items 1 through 5 again and he said these should be expanded because he does more than those. The Statutes require an Annual Report and inventory. Items 1 through 5 are part of their Work Plan that will change over time. He said that his general recommendation would be for them to use the top part of the paperwork that he had just passed out to them for their Mission Statement and for them to lop off the things that are in red.

Commissioner Christopher Duff said the task that they (he and Commissioner John Roderick) had been assigned was to develop a Mission Statement and the other things were more a way of making this actionable. He explained more and he said they could choose to position that for other purposes down the road but he thinks the Mission Statement is in the character of what they had discussed.

Chairwoman Marti Stiglich asked again if they could move forward with a motion perhaps on adopting the Mission Statement. Commissioner Christopher Duff asked if this would have to be read into the record. Chairwoman Marti Stiglich said she would do that.

**Commissioner Christopher Duff made a motion to approve the Economic Development Commission's Mission Statement as modified by the Economic Director. The motion was seconded by Vice Chairman Mark Walworth and adopted unanimously by those present. (Commissioner Lori Kern and Commissioner John Roderick were absent.)**

Before the motion was voted on, Ray Carpentino said the text of the Mission Statement should be read aloud and in full now. They could then vote on it. Commissioner Sharon Mounds said she would read the Mission Statement aloud and in full. She stated the following for the Town of Rocky Hill Economic Development Commission Mission Statement: "The Mission of the Rocky Hill Economic Development Commission (EDC) is to cultivate the long term economic growth of Rocky Hill by fostering a clear business positive environment that encourages a growing, sustainable and diverse tax base".

At this point, the motion was voted on.

Chairwoman Marti Stiglich said she wanted to make a public statement to thank Commissioner Christopher Duff and Commissioner John Roderick for the great job that they had done on this, as well as for doing the recommendations' portion as to how they will go about accomplishing their Mission. Chairwoman Marti Stiglich said this will be excellent as a good basis as they go into the Plan of Conservation and Development, as well as into various business plans, etc. She referred to how Commissioner Sharon Mounds had suggested that this could be added to in the future.

**c. Visitation Program**

Ray Carpentino asked if the Peter Pan Bus Lines' visitation had been reported on at this Commission's last meeting or if that had taken place after that meeting. Chairwoman Marti Stiglich said that she didn't know what the date was for that. Vice Chairman Mark Walworth said it was on May 15, 2014. Chairwoman Marti Stiglich said that she, Vice Chairman Mark Walworth and Ray Carpentino had gone to visit the people at Peter Pan Bus Lines. Chairwoman Marti Stiglich said they met with the General Manager and they also got a tour of the facility. They also got to meet the Chief Mechanic. Peter Pan Bus Lines has been in Rocky Hill as an entity for quite some while. They have been in Rocky Hill as Peter Pan Bus Lines for eight years and this was even longer as a prior name. Vice Chairman Mark Walworth said this was Arrow Acquisitions. Chairwoman Marti Stiglich said the bottom line is that Peter Pan Bus Lines is very happy in Rocky Hill and they have a very good working relationship with their neighbors who are on France Street and who are behind them. Peter Pan Bus Lines reaches out periodically to see if things are okay. She thinks to the question as to whether they are satisfied with the services they are receiving from Rocky Hill that Peter Pan Bus Lines is very satisfied. Peter Pan Bus Lines has no problems or issues. She said to the question as to what Rocky Hill could be doing differently to assist them or help them in any way possible that Peter Pan Bus Lines didn't give them any commentary there at all. Peter Pan Bus Lines has no plans with regards to moving and they are happy. Rocky Hill is very business convenient for them and they like it. She said that she was very impressed with the facility itself in terms of how they have this broken down. She used to have to visit that place approximately once every three months in a previous life of hers when this had been Double A Transportation because she did their payroll for them.

Chairwoman Marti Stiglich said the bottom line is that they have gone out to quite a diverse group of businesses in Rocky Hill and they have yet to meet someone who isn't happy with Rocky Hill's services. Commissioner Sharon Mounds asked if Peter Pan Bus Lines had mentioned that they lost a big contract and she then said that they aren't the bus line for Foxwoods. Vice Chairman Mark Walworth said that Peter Pan Bus Lines had said that had dropped off but he said their business has tripled because of the plight of the railroad recently. They are bussing people around to where bridges don't open or close. Ray Carpentino said Peter Pan Bus Lines is the bus line for UCONN for most of their sporting teams. Chairwoman Marti Stiglich said Peter Pan Bus Lines' business is actually growing and what they have picked up instead of having Foxwoods has more than picked up for that. Commissioner Sharon Mounds asked if it is new with regards to Peter Pan Bus Lines being the bus for UCONN. Ray Carpentino said they have been doing that for a fair amount of time. He thought what was interesting is that every request for a tour comes through the Rocky Hill office and everything is coordinated out of Rocky Hill for every tour. He said this is even if someone lives in Florida and they want to use Peter Pan Bus Lines tour here. Chairwoman Marti Stiglich said that Peter Pan Bus Lines here does all of the bookings for Peter Pan Bus Lines across the Country. Vice Chairman Mark Walworth said that Peter Pan Bus Lines is affiliated with Tours of Destination and with Friendship Tours. Commissioner Sharon Mounds asked if Rocky Hill is Peter Pan Bus Lines' Headquarters. Ray Carpentino said this is the central dispatch area for the touring. He said this is Peter Pan Bus Lines but it is Arrow. Vice Chairman Mark Walworth said again that this is Arrow Acquisitions, which is part of Arrow Bus. Each of the buses costs approximately \$500,000 and they had about twenty buses there. Commissioner Sharon Mounds said she was

going to ask how many buses are on the lot there. Vice Chairman Mark Walworth mentioned twenty again and he said that two were in the garage. Buses were coming and going as they were there. Chairwoman Marti Stiglich said the other thing that impressed her is that each of the buses has a name. She is also impressed by the fact that they have a huge 10,000 gallon diesel fuel tank on the outside there. They have all of their certifications and she said that the Fire Marshal had been out there.

Commissioner Christopher Duff asked if Peter Pan Bus Lines had any thoughts about the upcoming development on Route 3 and the traffic impacts. Chairwoman Marti Stiglich said she actually asked them how they felt about Cumberland Farms and they said they certainly weren't going to bring their buses over there to get diesel because they have their huge tank. She said Peter Pan Bus Lines isn't envisioning that Cumberland Farms will be a problem or an issue. Peter Pan Bus Lines will basically be on the other side of whatever traffic issue there might be there.

Commissioner Sharon Mounds asked how many employees are at the Peter Pan Bus Lines' site in Rocky Hill. Vice Chairman Mark Walworth said there are forty and approximately 10% are Rocky Hill residents. Chairwoman Marti Stiglich said four of the bus drivers live in Rocky Hill. Vice Chairman Mark Walworth said some of these employees are part time but the General Manager didn't say what that percentage is. Chairwoman Marti Stiglich said it was a very good meeting and the General Manager had spent quite some time with them.

Chairwoman Marti Stiglich said as far as she is concerned that this is a good opportunity for them to meet people out there who have businesses in Rocky Hill and who don't have problems or issues.

Chairwoman Marti Stiglich confirmed that they already had covered their visitation at West Side Market at this Commission's last meeting. She was told they had. Ray Carpentino said he thought that was it with regards to the visitation program.

#### **d. POCD Update**

Chairwoman Marti Stiglich asked what this update was. Ray Carpentino said the Town had gone out to solicit bids and they had received two. The Town is in the process of eliminating one of these but he isn't sure which one it will be. He mentioned again that he and Kim Ricci (Town Planner) have spoken and he mentioned how he will be involved in the meetings for this. The Economic Development Commission will also be involved. Commissioner Sharon Mounds asked if these were bids or requests. Ray Carpentino said that he didn't do these but he thinks this was a RFP (Request for Proposal). Planimetrics is one firm and he said that he forgot the name of the other one. Commissioner Sharon Mounds asked what the other one is besides the RFP. Ray Carpentino said there is RFQ (Request for Qualifications). Commissioner Sharon Mounds asked about RFI. Ray Carpentino said that would be a Request for Information. He said the firm should be coming onboard soon and he wants to get them involved in getting them some basic economic information so that he can update the information he has with regards to how Rocky Hill fits in with the State and the region, as well as getting updated information on employment, etc.



Commissioner Christopher Duff said it looked like there had been a discussion at this Commission's last meeting with regards to benchmarks the Town needs to hit, as well as different progresses, with regards to the Plan of Conservation and Development that Rocky Hill needs to show so that they can be eligible for continuing to get grants. He explained some more and he asked Ray Carpentino if he had any follow-up on this. Ray Carpentino gave the date of July 2015. Commissioner Christopher Duff asked if they need to have a draft by then or the final project. Ray Carpentino said it has to be updated and adopted by then. Commissioner Christopher Duff said thank you.

Ray Carpentino said this was what he had for the update and he asked if they wanted him to go into the Director's Report. Chairwoman Marti Stiglich said absolutely.

## **7. DIRECTOR'S REPORT**

Ray Carpentino told the Commission that they had copies of his Director's Report that stated this was revised on May 30, 2014 on the top of it. He told them that they knew the Town Center West revised plans were approved by the Inland Wetlands Commission and the Planning and Zoning Commission. The developer of this will be coming in next Tuesday evening before the Redevelopment Agency to further discuss the modifications. That meeting will be held at 6:00 p.m. in Council Chambers.

Ray Carpentino told the Commission that they had already talked about Ames and there wasn't much more that he could contribute to that discussion.

Ray Carpentino referred to his economic development activities. He told them, as they recalled, that the Rocky Hill Chamber of Commerce and CBIA (Connecticut Business & Industry Association) had sponsored a legislative update with State Representative Tony Guerrero and with State Senator Paul Doyle. Ray Carpentino said he met with State Senator Paul Doyle, State Representative Tony Guerrero, the Town Planner, the Town Engineer and the Attorney for the Libera Estate after that meeting in order to discuss issues that have occurred with the Department of Transportation (DOT) that are prohibiting the development of that property. This property that is for sale is located at the intersection of Cromwell Avenue and Brook Street. Ray Carpentino believes there are four signals at that intersection right now. He will be in touch with the Commissioner of the DOT in the near future to discuss what they can do to require more reasonable standards of the DOT maybe that would be based on the intensity of the development. The DOT basically requires that any development has to do up to \$200,000 to \$300,000 worth of traffic improvements. This would take at least nine to twelve months to accomplish. This would be even for an 8,000 square foot daycare center. Chairman Marti Stiglich asked what kind of traffic improvements these would be. Ray Carpentino said this would be for new signalization and that would be very expensive. Three potential developments have already been lost on that property because of these DOT requirements. Chairwoman Marti Stiglich asked how big this property is. Ray Carpentino said it is 2.8 acres and there is a house on the property right now. He said they need to hopefully maybe free up some of the logjam there. Chairwoman Marti Stiglich said fine.

Ray Carpentino referred to the RFP that will be going out tomorrow for the solar photovoltaic project. Chairwoman Marti Stiglich said this has been approved by the Town Council at its last meeting. She asked Ray Carpentino to explain to them what this project will include and where it will be located. Ray Carpentino said the Town is going out for a RFP to basically have a ground mounted solar farm at the Town property that is down off of Old Forge Road. Rocky Hill owns sixty-two acres of land. Chairwoman Marti Stiglich confirmed that this is known as the gravel pit. Ray Carpentino said it is. He mentioned that he, the Town Attorney and a consultant have been meeting a few times over the past couple of months. Ray Carpentino said he finalized a RFP for this and this will be advertised tomorrow. This will be for a developer to come in to lease the Town property, as well as to finance, build, commission and manage up to a 9 megawatt solar farm. The developer has to come up with a decommissioning plan stating that this will be funded by them so that there will be a plan in place if this doesn't work out in twenty or thirty years from now. Ray Carpentino said the idea is for the Town to get lease payments and also for them to incorporate a virtual net metering, which is a tradeoff of excess power that would help to reduce the Town's electric utility bill. Vice Chairman Mark Walworth asked who would be leasing what to whom. Ray Carpentino said the developer of the solar farm will lease property from the Town.

Commissioner Christopher Duff asked if the energy is going to be used for the Town specifically for municipal resources or he asked if this is going to be available to go to the pool. Ray Carpentino said this is going to go to the grid and he explained some more. Commissioner Christopher Duff said this seems like a really promising project and he asked if Rocky Hill will be one of the first Towns to have something in place like this or he asked if others are doing this. Ray Carpentino said there is one in Old Lyme and there is one in Somers, as well as a few in Massachusetts. These are huge out in the west. Chairwoman Marti Stiglich said Rocky Hill is up in the top three or four Towns that are doing this in the State of Connecticut.

Vice Chairman Mark Walworth told Ray Carpentino that he had said the reason for the use of the Rocky Hill land is for a Class A Aquifer and he asked him if he is talking about how nothing else could really be built there. Ray Carpentino said no. He said that whatever goes there can't be a heavy polluter and it has to be managed. Some manufacturing would be okay and offices are fine. This will be the fourth RFP that the Town has put out for this property since he has been with the Town and this appears to be the most successful use. The property isn't going to be sold or subdivided. The Highway Department in Town uses that road access currently every day with their tri-axle dump trucks. This will still be shared with the Highway Department and most of the remainder of the property could be leased unless a developer wants to utilize the entire parcel. He said once they get a developer then the Town Council will set a Committee up and a negotiation will occur for them to enter into an agreement with a preferred developer. Vice Chairman Mark Walworth asked if this property is off of Dividend Road. Ray Carpentino said it is at the very end of Dividend Road and Old Forge Road. Chairwoman Marti Stiglich asked about the adjacent property. Ray Carpentino said it is written into the RFP that there may be an opportunity for that and that is under private ownership. The developer would have to analyze that for them to determine if they want that. Chairwoman Marti Stiglich said this might benefit both of the parties there is this project is successful and they want to grow so that they would then have the other part of the gravel pit. Ray Carpentino said this will be left open to the developer to recommend other alternatives if they see them. Chairwoman Marti Stiglich said

many years ago she had walked over to the other guy there when she had been on the Planning and Zoning Commission because they had to approve his license every three months. She said it is very interesting what they have in Rocky Hill.

Ray Carpentino said they have visited Numotion, West Side Market, Affordable Fabrics and the Peter Pan Bus Lines for their visitations so far.

Ray Carpentino said he contacted a local film producer. The film producer needs to send a letter to him and then they will get an insurance certificate, etc. Chairwoman Marti Stiglich thanked Ray Carpentino for getting back to the film producer as quickly as he did.

Ray Carpentino said he hasn't heard from the State with regards to the STEAP (Small Town Economic Assistance Program) Grant for McVicar Field.

Ray Carpentino said he submitted an application for the Main Street Enhancement Fund Program at the State in the amount of approximately \$420,000. This is for Phase II improvements of the Silas Deane Highway Streetscape. He doesn't know when the State will be announcing this grant.

Commissioner Sharon Mounds referred to McVicar Field and she asked if the Town Council hadn't addressed some funding for that at their budget hearings. Ray Carpentino said that had been discussed and there is no guarantee that they are going to get a grant for that.

Commissioner Sharon Mounds thought the Town Council was discussing dollars in the budget for this. Ray Carpentino said the Town Council was but he wasn't sure if they had set aside a certain amount of money for that.

Commissioner Sharon Mounds referred to signage. She explained that she hadn't been available in May but her schedule has opened up so she said they can go back to the signage project. Ray Carpentino said they have to do a "windshield survey" and he said that he will meet with Wethersfield to see where this goes from there. Chairwoman Marti Stiglich asked Commissioner Sharon Mounds and Ray Carpentino to keep the Commission current as to what they are doing, especially with regards to the "windshield survey".

Chairwoman Marti Stiglich told Ray Carpentino that she understood that he and Vice Chairman Mark Walworth had attended a CCM (Connecticut Conference of Municipalities) Seminar recently. Ray Carpentino said this was a workshop. CCM is going around the State holding these regional workshops for Commissioners with regards to what economic development is and what the resources are. Chairwoman Marti Stiglich asked if it was worthwhile looking into having CCM making a presentation to this Commission here maybe as part of information for them. Ray Carpentino said CERC will do this as a training session. Chairwoman Marti Stiglich said this Commission might be provided with some interesting information on a local level and this might be beneficial for them to have as part of the Plan of Conservation and Development. Ray Carpentino said that he will contact them. Chairwoman Marti Stiglich asked Ray Carpentino if he could see if CCM is amenable to making a presentation to this Commission. Ray Carpentino said yes. Chairwoman Marti Stiglich asked the Commissioners if this sounded like a good idea for all of them. Commissioner Sharon Mounds asked if they are talking about

CERC doing this. Vice Chairman Mark Walworth said yes and he said that CERC was the presenter at the CCM workshop. Commissioner Sharon Mounds asked if CERC would present to just this Commission. Ray Carpentino said yes. Vice Chairman Mark Walworth said that CERC had to be generic because they had been presenting to the whole State. They were also presenting to Mayors, etc. and not just economic development people. Ray Carpentino said they have a road show. Vice Chairman Mark Walworth said they have a whole research facility that will delve into Rocky Hill specifics. Commissioner Sharon Mounds said this is what she wants to know. Ray Carpentino said they will do that to a certain degree but they would have to pay for what they want if they want a study that is really in-depth. He said though that they will do a good job as far as “painting a picture” as to where Rocky Hill is, etc. Commissioner Sharon Mounds asked if this presentation would be just for this Commission or if they would have to invite the Economic Development Subcommittee and the Town Council. Ray Carpentino said that will be up to this Commission. Chairwoman Marti Stiglich said that they can look into this. Vice Chairman Mark Walworth showed everyone something that had been handed out at the CCM workshop that shows the State’s place in the Country and in the world. Commissioner Sharon Mounds said she doesn’t see CERC working with just five of them on this Commission. Ray Carpentino said they do that and this is geared towards Economic Development Commissioners, etc. He said there had been some Mayors and a couple of Planners at the CCM workshop, as well as some Commissioners, who were newly appointed. Commissioner Sharon Mounds said that she can see extending this to Rocky Hill’s Town Planner unless they had this session with her. Commissioner Sharon Mounds also mentioned again how she can see extending this to the Economic Development Subcommittee and/or Town Council. Chairwoman Marti Stiglich thinks that the Town Council might want this presented directly to them. Commissioner Sharon Mounds said this could be a “one stop shop” for CERC to present this to the “Town of Rocky Hill”. Chairwoman Marti Stiglich said she was left with the impression that CERC was interested in meeting with Economic Development Commissions. Ray Carpentino said he will check. Commissioner Sharon Mounds said CERC meets with municipalities.

Ray Carpentino said the Economic Development Subcommittee had met last Monday evening. Chairwoman Marti Stiglich asked Ray Carpentino if there was anything he wanted to share with this Commission with regards to that. Ray Carpentino passed out to the Commission some paperwork that he had given to the Economic Development Subcommittee with regards to them asking him if he had a summary of what is available for leases and how many square feet, etc. He told the Commission what was missing here is the total square footage in each category as far as the total office space because he didn’t have time to do this but he said that he will do this.

Commissioner Christopher Duff referred to an item that Ray Carpentino had listed on his Director’s Report with regards to him attending a workshop on sustainable housing development. Commissioner Christopher Duff asked Ray Carpentino if this is something that from the knowledge he gained would be affecting projects that would come into Rocky Hill and he asked him if he could talk a little bit about how this is going to get applied to what he does. Ray Carpentino said housing is a key integral portion of economic development. Commissioner Christopher Duff said that workshop was specific to sustainable housing so he asked if that was for LID measures and those kinds of things. Ray Carpentino said this was more about mixed use developments, mixed income developments and how these can be incorporated into residential

and mixed use projects. A lot of this was dealing with federal grant programs that he wouldn't get involved in for housing. Commissioner Christopher Duff said thank you.

Ray Carpentino referred back to the available property summary that he had just handed out to the Commissioners and he gave more details about that. Chairwoman Marti Stiglich asked how long the Russo property has been up for sale. She mentioned that this is the other part of the gravel pit. Ray Carpentino said this probably has been listed for two or three years. He said that he has met with them a couple of times since he has been with the Town in 2006 but it has been available much longer. He spoke about land that is available in Rocky Hill for lease that is approximately 18 acres but that is not for sale. He mentioned the remaining land to be leased for Horizon Commons (Cromwell Avenue). This is also incorporated into buildings for lease. He mentioned that there is 143.5 acres of land for sale. He said the question he hears a lot is why they need more development if all of this is available and he said that his response to this question is with regards to why people build their own houses. This is because they want a certain location and a certain design, etc. that meets their needs. The same thing is true for businesses because they have a certain formula that makes them successful. Commissioner Sharon Mounds said a business might not like a neighbor because of the aesthetics.

Commissioner Christopher Duff referred to the property summary and he said those are raw numbers but he asked if they have a sense as far as percentage goes. Ray Carpentino asked Commissioner Christopher Duff if he was asking about the percentage of office space and he said yes. Ray Carpentino said he doesn't have that yet and he has to get that from the Assessor's Office but basically Corporate Ridge has about 18% vacancy. This is consistent with the office market in the southern Hartford region. He said the next task is to get information as far as the percentages are concerned. He said this is always changing and he said that Vice Chairman Mark Walworth knows this because some of the things that are listed on the property summary could be leased already or the spaces could be vacant in one day or two.

Ray Carpentino told the Commissioners that he hoped they like their new nameplates.

Chairwoman Marti Stiglich asked the Commissioners if they had anything else that they would like to say at this time. No Commissioners had anything to say. Chairwoman Marti Stiglich said she would use this opportunity as a point of personal privilege. She had the privilege of being appointed on June 2, 2014, under a Mayoral appointment, and she is going to be the Rocky Hill representative on the Board of Directors for the Central Connecticut Health District. This will be effective on July 1, 2014. Chairwoman Marti Stiglich was congratulated.

## **8. CORRESPONDENCE/DISCUSSION**

There was no other correspondence or discussion.

## **9. ADJOURN**

**Commissioner Sharon Mounds made a motion to adjourn the meeting at 6:45 p.m. The motion was seconded by Vice Chairman Mark Walworth and adopted unanimously by those present. (Commissioner Lori Kern and Commissioner John Roderick were absent.)**

Respectfully submitted,

Jo-Anne Booth  
Recording Secretary  
(Not present at meeting.)